

**Office of Select Board  
945 Battle Street/Rte. 127  
Webster, NH 03303**

6:30 pm – Select Board’s Meeting – July 7, 2014

Select Board present: Chairman Roy Fanjoy, Selectman Donovan and Selectman Johnson.

Frank Anzalone of Frank Anzalone Associates Architects and Planners presented three drawings for three options being A, B, and C, for the Public Safety Building improvements. He met with Fire Chief Rob Wolinski and architects from his firm. He noted that none of the proposals would alter the existing building. He is looking for direction to move forward with the construction drawings, advising that Chief Wolinski preferred Option A. Mr. Anzalone explained each option in detail. Comments were taken from Fire Captain Ryan Dubuc, Road Agent Emmett Bean and Jon Pearson. After discussion, the Board agreed to go with Option A. Mr. Anzalone advised of the need for a signed agreement to prepare the construction drawings with paperwork to be sent to Mrs. Jones before the next Board meeting. He will also prepare the bid specs with any options, including the need for a mandatory pre-bid meeting. The bidding will be an open process including newspaper notice and websites. Mr. Anzalone was reminded that any additional expenses would require a Board vote.

7:05 pm Chairman Fanjoy opened the public hearing regarding the closing to through trucking on Bashan Hollow and Gerrish Road. Selectman Johnson advised that according to Town Counsel the Board has the authority to regulate roads pursuant to RSA 231:157 and RSA 41:11. He read an e-mail from Chris Hardy expressing objections to any closing. The Board agreed that there were safety issues as well as concern over increased traffic on other Town roads. Selectman Donovan advised need to clarify “through trucking” reading RSA 259:115-b, defining trucks. Discussion followed on this and the possibility of a weight limit. Comments were taken from Road Agent Mr. Bean; Nancy Van Loan, Sue Rauth, Tom Smith, Robert Gould, Harold Janeway, Janet Broker, Richard Inman, Greg Roberts, Jon Pearson, Joan Doucette, and Kim Fortune. Mr. Bean inquired about use as his capacity as Road Agent. Selectman Donovan advised that the Board can exempt municipal contracted services. Chairman Fanjoy said that he could not make an adequate decision tonight re: closing or any limitations, to which the Board agreed. This will be on the 7/21/14 Board agenda.

7:38 pm Chairman Fanjoy closed the public hearing. No decisions were made.

Selectman Johnson made a motion to accept pursuant to RSA 31:95-e the copier from Cross Country Appraisal, LLC with a value of \$4,999; seconded by Selectman Donovan and approved. Mrs. Jones will write a thank you.

MJ Turcotte provided information regarding possible septic issues at 33 Centennial Drive, which she believes is not in compliance with regulations. Discussion ensued. The decision was to have Mrs. Jones write to the owners again, as was done in 2010, with a request for updated information with cc’s to DES and the District, C/O of Tom Clark. The Police Department will be asked to deliver the letter. No other decisions were made.

The Select Board signed or acknowledged the following for Administrative Assistant Judith Jones:

- Selectman Johnson made a motion to accept the 6/20/14 Select Board Work Session minutes as written; seconded by Chairman Fanjoy and approved.
- Selectman Johnson made a motion to amend the 6/23/14 Select Board work session minutes to change Chairman Buckley to Chairman Fanjoy; seconded by Chairman Fanjoy and approved. Selectman Johnson then made a motion to accept the 6/23/14 Select Board work session minutes as amended; seconded by Chairman Fanjoy and approved.
- Selectman Johnson made a motion to accept the 6/23/14 Select Board minutes as written; seconded by Chairman Fanjoy and approved.
- Selectman Johnson made a motion to amend the 6/23/14 non-public session minutes to correct Board Members present; seconded by Chairman Fanjoy. Selectman Johnson then made a motion to accept the 6/23/14 Select Board non-public session minutes as amended; seconded by Chairman Fanjoy and approved. These minutes are sealed.
- Selectman Donovan made a motion to withdraw \$3,987 from the Reappraisal Fund #780187928; seconded by Selectman Johnson and approved.
- Sick leave slip for Mrs. Jones.
- Upon a question from the Town’s appraiser, the Board denied any change to the value of the 2013 PO 1 revised assessment for a single property at Lake Winnepocket owned by multiple families. The value of this property has increased since the revaluation. Owners will have the option to file for an abatement for the 2014 tax year.
- After discussion by the Board, a temporary Junkyard License for 30 days was signed for Copart with conditions, including a directive that the Site Plan Review Application be completed and submitted to the Planning Board by August 8<sup>th</sup>. Chairman Fanjoy will hand deliver the license to the facility on Deer Meadow Road, which will be dated and signed on July 8<sup>th</sup>.
- Signed a voided check register for Financial Administrator Wendy Pinkham.
- Signed PO #21 for PD to Quill for two voice recorders in the amount of \$284.98.
- Chairman Fanjoy signed the Huckleberry Propane & Oil, LLC contract for #2 heating oil fixed prices.
- Signed PO #22 for FD to Bergeron Protective Clothing for bunker gear in the amount of \$1,040.72.

Road Agent Mr. Bean advised the Board of the following:

- Bruce Davis, salesman for Allstate Asphalt, offered to do a slide and material presentation for roads and highways regarding costs to rebuild a road, whether tar, sealing, etc. as a learning tool for municipalities. The Board chose July 16<sup>th</sup> at 7:00 pm, which Mr. Bean will confirm with Mr. Davis, to possibly be held at the PSB if use of the training room is approved by the Chief. This will be open to the public and advertised.
- 1,200 gallons of calcium chloride has been applied covering a number of roads. An additional 3,000 gallons has been ordered. It takes about 1,500 gallons to do a mile of road.
- He requested that the Board visit and address the right of way on Windsor Terrace while snow cover is gone (a date will be set at the July 21<sup>st</sup> meeting). Mrs. Jones will research the minutes as to when a portion of this road was accepted by the Town.
- Mr. Bean reminded the Board that Allan Brown of Warner had offered in the past to come and help in regards to understanding the width and

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R. E. Fanjoy

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M. W. Donovan

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B. G. Johnson

number of rods of the roads. No decision was made.

- General road report: Frost Lane street sign has been replaced; shoulders are done on Little Hill; Clothespin Bridge has been washed and the deck needs to be resurfaced of which Mr. Bean will do some research for this, asking the Board to look at it while it is freshly cleaned so the Town can move forward with improvements at the next budget season; discussed problematic ditching issues continuing near 65 Clothespin Bridge Road asking for the Board's help for a solution and if the Board wishes to have a tar-swale then this should be in next budget. Hee advised that there are many road signs that need cleaning and/or painting which is costly.
- Discussed Pleasant Street project from the Pavement Preservation Project, of which he has \$30,000 remaining in the budget. He discussed the need to finish it correctly, possibly needing another week of work and an additional \$15 to \$20 thousand. Discussion ensued including need for repairs regarding drainage for a fire pond located on private land near this project and where funds might be available. Mrs. Jones will research old minutes for any reference to easements. Selectman Donovan will call Town Counsel regarding any waiver of liability for those ponds or fire hydrants on land of others and will advise Mr. Bean of his findings. Comments were taken from Greg Roberts and Sue Roberts.

#### Old Business:

- Selectman Donovan has sent the "Incoming Document Management Policy" to Town Counsel for review.
- Selectman Donovan made a motion to recommend Karin Page to fill the School Board Member Term; seconded by Chairman Fanjoy and approved. Selectman Donovan will write a letter to the School Board.
- Mandatory pre-bid meeting for painting the Town Hall is posted for July 14<sup>th</sup> at 4:00 pm.
- Discussed Town Hall and PSB mowing. Selectman Johnson received information for the NH Municipal Association regarding liability for hiring someone for this. He advised that any volunteer would not need workers comp. He volunteered to mow both facilities and would like to seek volunteers for future mowing. Chairman Fanjoy inquired if there was a blanket workers comp policy; a question for Mrs. Pinkham.
- Selectman Johnson reported all energy use by the Town to be approximately \$35,000, which may need further breakdown to move forward with ways to reduce the costs.
- Selectman Johnson will talk to the Supervisors of the Checklist and the Town Clerk re: possible change in Town voting hours.
- After discussion Selectman Johnson made a motion to give the Conservation Commission approval to move forward with the Warner Scenic River Designation, a preliminary approval with final approval to come later; seconded by Selectman Donovan and approved. Mrs. Jones will send minutes to Mary Jo MacGowan for verification of approval.

#### New Business:

- Deputy Health Officer Mrs. Van Loan was advised that the letter received from the Health Officer will be forwarded to Counsel for review.
- Webster Youth Soccer requested permission to have a storage shed on the Town's Soccer Field property, not to be covered by Town insurance. Selectman Johnson reminded that under RSA 41:11-a the Board can manage real property in the Town for a one year period or up to five years if approved at Town Meeting. Selectman Donovan preferred to wait until Town Meeting to allow a longer time frame. Selectman Johnson will discuss again with the Youth Soccer group.
- The Board agreed to meet with Town Counsel re: Azmy case July 17<sup>th</sup> in the afternoon, to be confirmed as acceptable by Counsel.
- Selectman Donovan made a motion to accept Paul King's resignation from the Agricultural Commission, seconded by Selectman Johnson and approved. Chairman Fanjoy made a motion to accept Glen Blanchette's resignation from the Parks Committee (verbally given); seconded by Selectman Donovan and approved.
- The Board will hold their regular meeting at the Old Meeting House on August 18<sup>th</sup> if availability is approved by the Historical Society.

Selectman Fanjoy opened the meeting to public comments and those speaking were Mr. Inman who proposed to help with a program for Friends of the Town Hall and Public Safety Building Beautification supported by the Board; Mr. Roberts, Ms. Fortune, and Mrs. Van Loan.

Mr. Bean advised the Board of a pine tree in the Pearson Park that needs to be removed for safety issues.

Jere Buckley presented the Board with a letter relative to the June 9<sup>th</sup> meeting with the Assessor, requesting again the summary of changes to the manual for the 2013 revaluation, which has not yet been provided.

9:39 pm Selectman Donovan made a motion to go into nonpublic session pursuant to RSA 91:A:3 II (a) to discuss personnel issues with Therese Larson; seconded by Chairman Fanjoy and approved. Roll call: Chairman Fanjoy – yes; Selectman Donovan – yes and Selectman Johnson – yes. Mrs. Jones attended this meeting. Mrs. Larson requested that the Board give her a verbal recommendation to use on her application to work as a First Responder on the Webster Fire Department, which the Board agreed. As she needed to put her availability on the application, she then requested permission to leave her duties at the Town Hall during regular hours if the office was covered by other personnel. The Board had no objections. Mrs. Jones also inquired about leaving the office as an Auxiliary Member with the same conditions to which the Board encouraged.

9:47 pm Chairman Fanjoy reconvened the meeting. The Board signed all 2013 abatements at this time.

10:02 pm Selectman Donovan made a motion to adjourn this meeting; seconded by Selectman Johnson and approved.

**Roy E. Fanjoy, Chairman**  
SB/jj

**Mason W. Donovan**

**Bruce G. Johnson**

R. E. Fanjoy

M. W. Donovan

B. G. Johnson